



WEEK	ACTIONS
WEEK 1 and WEEK 2	<ul style="list-style-type: none"> Students prepare proposal using Proposal Form and identify potential supervisor Discuss with potential supervisor Student submits Proposal Form to potential supervisor <p>Note: You are not allowed to seek out another lecturer once your proposal has been discussed, agreed and finalized with the potential supervisor.</p> <p><u>Week 2 Submission: 17 October 2025 (Friday) – HARDCOPY and SOFTCOPY via VLE link.</u></p>
WEEK 3	<ul style="list-style-type: none"> Proposal evaluation (tentative) with BCSS committee
WEEK 4 - 5	<ul style="list-style-type: none"> Students update topic and details with coordinator. Prepare milestone for FYP1 and FYP2 in Gantt chart. Prepare for proposal defence
WEEK 6 and WEEK 7	<ul style="list-style-type: none"> Proposal defence with respective supervisor. Feedback from supervisor regarding problem statement, objective, scope, literature review, and methodology. Respective supervisor (Except NEW SV from non-CTC section) gives marks for proposal defence (Progress 1: 10%)
Week 8	<ul style="list-style-type: none"> Chapter 1 Introduction – Make improvement based on feedback from supervisor from topic defence Chapter 2 Literature Review – Identify and review existing work/ tool/ methods in detail related to the FYP topic.
WEEK 9	<ul style="list-style-type: none"> Submission for Chapter 1 and 2 to supervisor. Chapter 3 Research Methodology – discuss with your supervisor regarding the research model for your project development. Starts prototype development.
WEEK 10 and WEEK 11	<ul style="list-style-type: none"> Ensure milestone for FYP1 and FYP2 in the Gantt chart follow the chosen research model. Submission for Chapter 3 to supervisor. Ensure prototype developed – at least 30%. Expectation: <ul style="list-style-type: none"> a. Show the overview of your project. b. Show the intended features/main modules and system flow. Partial functionality of the system.



WEEK 12	Prepare final presentation slides. Mock presentation with supervisor. (Progress 2: 10%)
WEEK 13	Final FYP1 Presentation. (Presentation: 35%)
WEEK 14 and WEEK 15	Submission FYP1 report to supervisor. (Report: 35%)
WEEK 16	Supervisor submits marks to FYP coordinator

**The above is a tentative timeline. Subject to change*

FYP1 component			
1	Progress	30%	Meeting with supervisor – at least 5 times per semester 10% - Meetings and proposal defence with supervisor (Except NEW SV non-CTC) (week 1 – week 6) 10% - Meetings and mock presentation with supervisor (week 7 – week 14) 10% for attendance in FYP1 class briefing
2	Presentation	35%	Assessor 1 Assessor 2
3	Report (Chapter 1 – 3)	35%	Supervisor